

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 1
JANUARY 2, 2013 – WORK SESSIONS**

**Commissioners Agenda
Summary Minutes**

The County Commissioners met during Work Session on Wednesday, January 2, 2013 at 9:00 a.m. & 9:50 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

County Commissioners: **Helen Price Johnson, Chair**
 Kelly Emerson, Member
 Jill Johnson, Member

Staff: Pam Dill

Others Present: Elaine Marlow, Budget Director

Record @00:05

Subject/Description: Selection of the Chair of Board of County Commissioners (RCW 36.32.100)

Attachments: none

Action Requested: Commissioner Emerson moved to nominate herself for Chair of the Board of Island County Commissioners. The motion died for lack of second.

Commissioner Johnson moved to table the selection of the 2013 Chair of the Board of County Commissioners for two months. The motion was seconded by Commissioner Price Johnson and carried with a vote of 2 in favor and 1 opposed.

**Public Works
Summary Minutes**

Work Session was held between the County Commissioners and Public Works on Wednesday, January 2, 2013, at 9:10 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Helen Price Johnson, Chair**
 Kelly Emerson, Member
 Jill Johnson, Member

Staff: Pam Dill

Staff Present: Bill Oakes, Director

Others Present: Elaine Marlow, Budget Director

Record @ 09:15

Public Works

Subject/Description: Barnum Point Closing Date Extension

Attachment: Draft Amendment No. 1

Action Requested: Approval of amendment extending the closing date to no later than February 15, 2013.

Follow Up: Okay with a majority of the Board to move forward with extension.

Subject/Description: Robinson Property Donation Agreement

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 2
JANUARY 2, 2013 – WORK SESSIONS**

Attachment: Draft Real Estate Donation Agreement

Action Requested: Approval of draft Real Estate Donation Agreement. Upon Board approval, agreement will be sent to the Robinson family for review and signature.

Follow Up: Okay with a majority of the Board to move forward with agreement.

**Human Resources
Summary Minutes**

Work Session was held between the County Commissioners and Human Resources on Wednesday, January 2, 2013 at 9:25 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Kelly Emerson, Member
Jill Johnson, Member

Staff: Pam Dill

Staff Present: Melanie Bacon, Human Resource Director

Others Present: Elaine Marlow, Budget Director

Record @ 24:40

Subject/Description: Job Requisitions

Attachment: none

Action Requested:

Auditor

- Accountant 1, replacement, 1 FTE, NR12 #117/12
Commissioner Johnson moved to approve Job Requisition #117/12. The motion was seconded by Commissioner Emerson and carried unanimously.

Prosecuting Attorney

- Deputy Prosecuting Attorney, replacement, 1 FTE, DP-16 #118/12
Commissioner Johnson moved to approve Job Requisition #118/12. The motion was seconded by Commissioner Emerson and carried unanimously.

BOCC

- Office Coordinator, Camano, 6 FTE, NR8 #119/12
Commissioner Emerson moved to approve Job Requisition #119/12. The motion was seconded by Commissioner Johnson and carried unanimously.

Subject/Description: Administrative Services Director

Attachments: Job description

Discussion: Commissioner Emerson recommended replacing the General Services Administration Director position, previously held by Betty Kemp, rather than create a new Administrative Services Director position. The GSA Director would supervise employees working in the General Services, Central Services and Facilities departments with oversight of County insurance reserve and risk management remaining under the Budget Director.

Follow up: Bring back to next work session to discuss funding options.

Subject/Description: Discussion regarding moving service awards and employee of the month recognition to the first Wednesday work session

Attachments: none

Discussion: Moved to Commissioner's Office agenda.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 3
JANUARY 2, 2013 – WORK SESSIONS**

**Commissioners Agenda
Summary Minutes**

The County Commissioners met during Work Session on Wednesday, January 2, 2013 at 9:00 a.m. & 9:50 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

County Commissioners: **Helen Price Johnson, Chair**
 Kelly Emerson, Member
 Jill Johnson, Member

Staff: Pam Dill

Others Present: Elaine Marlow, Budget Director

Record @ 50:44

Subject/Description: Board committee assignments

Attachments: none

Action Requested: The Board reviewed committee assignments for 2013.

Follow-up: Okay with full Board to move forward to Monday's agenda.

Subject/Description: Consider applicants for the Noxious Weed Control Board

Attachments: yes

Action Requested: The Board considered applicants for vacancies on the Noxious Weed Control Board.

Follow-up: Okay with full Board to move recommendation forward to a Monday meeting.

Subject/Description: Consider applicants for the Marine Resource Committee

Attachment: yes

Action Requested: The Board considered applicants for vacancies on the Marine Resource Committee.

Follow-up: Okay with full Board to move recommendation forward to a Monday meeting.

Subject/Description: County information pocket guide

Attachment: sample

Action Requested: Pulled from agenda.

Follow-up:

Subject/Description: Resolution changing the schedule of Monday Regular Board meetings

Attachment: draft resolution

Action Requested: Commissioner Emerson presented a draft resolution to change the schedule and time of Monday regular Board meetings.

Follow-up: Move resolution forward for discussion at the next roundtable.

Record @ 01:32:20

Subject/Description: Team Whidbey Task force letter

Attachment: draft letter

Action Requested: The Board discussed Commissioner Emerson's request to Al Koetje, Chair of the Team Whidbey Task Force, to travel with the task force to Washington DC in March.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 4
JANUARY 2, 2013 – WORK SESSIONS**

Follow-up: Commissioner Price Johnson and Commissioner Johnson will review and provide their comments on the draft letter for continued discussion at the next work session.

**Budget Director/GSA/IT
Summary Minutes**

Work Session was held between the County Commissioners and the Budget Director on Wednesday, January 2, 2013, at 10:30 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Kelly Emerson, Member
Jill Johnson, Member

Staff: Pam Dill

Staff Present: Elaine Marlow, Budget Director

Record @ 01:30:13

Subject/Description: Amendment No. 1 to Use & Occupancy Agreement Family Resource Center Camano Island

Attachments: yes

Action Requested: Approval of Amendment No. 1 to the Use and Occupancy Agreement for the Camano Family Resource Center with Skagit Valley Hospital. Skagit Valley Hospital obtained a state grant to fund improvements to the facility in order to increase capacity for services to its clients. One of the requirements under the grant is a 10-year lease term. Under Amendment No. 1, beginning on January 1, 2013, the term of the agreement is ten years and is automatically renewed for consecutive 2-year periods thereafter. Amount: \$321,426 (estimated) through December 31, 2022.

Follow-up: Okay with full Board to move forward to a Monday agenda.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Helen Price Johnson, Chair

Kelly Emerson, Member

Jill Johnson, Member

ATTEST:

Elaine Marlow, Clerk of the Board